

Wellness Challenge brought to you by Homewood Health

Getting Started Guide

About the Challenge

Congratulations! By registering for the Wellness Challenge you are taking a positive step towards experiencing greater health and wellness. Over the course of five weeks you will be challenged to stretch your personal wellness boundaries as you think about what wellness looks like for you.

In this challenge, you will find that wellness encompasses much more than just physical fitness and nutrition. In fact, the activities you can collect points for are equally divided between five dimensions of wellness: physical activity, nutrition, intellectual, psychological and social/community.

How to Register

- Visit: <http://www.healthycommunity.ca/lifestyles/CPCSPC> and click on “Sign Up”.
- You will be asked to read and agree to the CoreHealth™ Technologies Inc. End User Agreement to proceed.
- If prompted, select the locale **CPCSPC** and click on “Save”.
- Enter a username and choose a password. The username will become your login ID and your password will be required every time you want to access the Wellness Challenge website. Complete the remaining profile form fields. Please note that your profile and challenge activity will remain confidential. No individual results or names are shared with your employer.

Personal avatars and nickname

You can choose an avatar from the default list available. Your avatar will appear next to your nickname on the challenge progress page, team page, message boards and buddies list. Your nickname is the name that others will see in the challenge rankings, message boards and announcement of prize winners. You can select a nickname that will allow you to remain anonymous to other challenge users. To change your avatar or nickname at any time, select “My Profile” from the top menu and then select “Update Profile”.

Joining a team

To join a team, simply click “Join” in the “My Challenges” box located on the homepage. Click on the image for the team challenge and then select “Join Challenge”. From here, you can search for a team or scroll through the teams that have been created. Once you’ve selected a team, simply click on the team name and click on “Join”. If a team password is required, please request this from the team creator.

Creating a team

You may also wish to create your own team - you can do this by following the above instructions for joining the team challenge and then selecting “Create a Team” from the “Join a team” window. Be creative! Use a fun and descriptive name for your new wellness team. As the creator of the team, you will have the option of making your team public or private; if you choose to make it public, anyone participating in the challenge will be able to join. If you choose to make your team private, a password box will appear and you will be asked to enter a password. This password will be required for users to join your team, so only give out the password to individuals that you would like on your team. All teams participating in the challenge must consist of at least three (3) members and no more than 10 members.

Wellness Score calculation

Your total Wellness Score is calculated based on your daily activities, weekly bonus activities, and your participation on the challenge site. For instance, you can receive additional points for starting or joining a team or posting a message on one of the message boards.

Visit www.healthycommunity.ca/lifestyles/CPCSPC for wellness activities and to collect your points

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Posting a message on the message boards

The message board is a place for you to talk with and hear from your fellow challenge participants. This is a great place for you to post healthy recipes, let others know about upcoming events and share personal stories and experiences in your wellness journey. You can access the challenge message board by clicking on the “Social” tab on the dashboard, then “Show More” under the “Message Board” box. You can also post on your team’s message board which is located in the “Teams” box under the “Social” tab on the dashboard. Please note that all messages require approval so you may not see your message posted immediately.

Inviting a buddy

With a quick email invitation, you can connect with one of your pals on the challenge site or invite a new participant to join! Once your buddy has registered on the site and accepted your request, both you and your buddy can see when each other logs onto the site. By doing this you can chat online using your one-on-one talk board, view one another’s personal avatars, steps and challenge information, as well as each other’s wellness score. To send a buddy request, simply click on the “+” sign in the “Buddy” box found under the “Social” tab on the dashboard.

Tracking of daily activities

Record your daily activities by logging into the website and clicking on the “Tracking” icon. Scroll through the five tabs (5 wellness dimensions) and select all the activities you have performed. You can remove an activity by clicking again on the checkmarked box. Descriptions of how to complete each activity are listed on the Scorecard (found in the documents box on the main page) for quick reference. Some activities can be performed in multiple increments per day. To track the number of times you’ve performed that activity, click on the appropriate number of checkmark boxes to record your points. For example, if you’ve engaged in an hour of physical activity, click on two of the checkmark boxes near the activity “Get Moving” and a total of 16 points will be logged. If you are entering activities for another day, click on the calendar icon and select the appropriate date and repeat the same process. You can enter your activities each day and up to 7 days following.

Bonus activities

Every Friday, the weekly individual and team bonus options will be sent in the weekly newsletter. These newsletters will also be posted in the documents section on the main page for quick reference. Record your weekly bonus activities by clicking on the bonus activity tab on the activity tracker and select the appropriate date which you completed your individual and/or team bonus activity.

Challenge Rankings

To see your overall progress in relation to the other participants of the Wellness Challenge, click on the name of the challenge from the “My Challenges” box on the homepage.

Resources

For more information, select “Learn” from the top menu on the dashboard. This will display useful website links and documents for each of the five dimensions of wellness. Additionally, there is a Health Library link that you may browse for valuable health information.

Events

You can submit an event that you want to share with your colleagues by clicking on the “Event Calendar” link from the “Social” tab located at the top menu followed by the “submit an event” on the calendar. You then must complete the event submission form; including the title, event details, date, and time and click save to submit your event for posting. Please note that all events require approval so you may not see your event posted immediately.

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Testimonials

You can submit a testimonial about your organization's Health Challenge or view testimonials from participants of previous health challenges. To submit a testimonial click on "+" located in the "Testimonials" box under the "Social" dashboard tab. Click on "Create a new Testimonial". Please note that all testimonials require approval so you may not see your testimonial posted immediately.

Wellness Assessment

The Wellness Assessment tool will be accessible during the beginning and end of the challenge on the "Assessment page". This tool is intended to show you the progress you have made over the five dimensions of wellness during course of the challenge. Once you click on the "Assessment" link, you will be taken to a screen that allows you to either change your initial responses to the assessment or view your results.

Challenge support

If you have any questions regarding the Wellness Challenge, please check out our Frequently Asked Questions (FAQ) page or send an e-mail to: challengesupport@homewoodhealth.com

Challenge rules

- The challenge starts on April 19 and ends on May 23.
- You can enter your activities each day and up to 7 days following.
- Teams must consist of a minimum of three members, and a maximum of 10 members.
- All weekly bonus challenges are worth 25 points.
- Only those team members who participated in the weekly bonus challenge are eligible to log their 25 points.
- The team score is averaged across team members.
- Points are logged at your own discretion. You are the judge when it comes to deciding if your activity deserves to be counted, or not.
- Most importantly, have fun!

Visit www.healthycommunity.ca/lifestyles/CPCSPC for wellness activities and to collect your points